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By-Crabb, Theodore

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This publication, one in a series of mongraphs on college unions, focuses on the outing-informal recreational activity taking place out-of-doors, usually undertaken by students in groups, and usually noncompetitive, a natural extension of the student union program. Main sections of the monograph include: (1) a suggestion for a basic program, (2) organizing the Program, (3) equipment necessary, (4) desirable headquarters facility, (5) types of instructional programs, (6) safety considerations; (7) problem areas, (8) deterrents to the establishment and maintenance of an outing program, and (9) a concluding statement. Appendices include sample programs, program guides, and safety codes. (BP)

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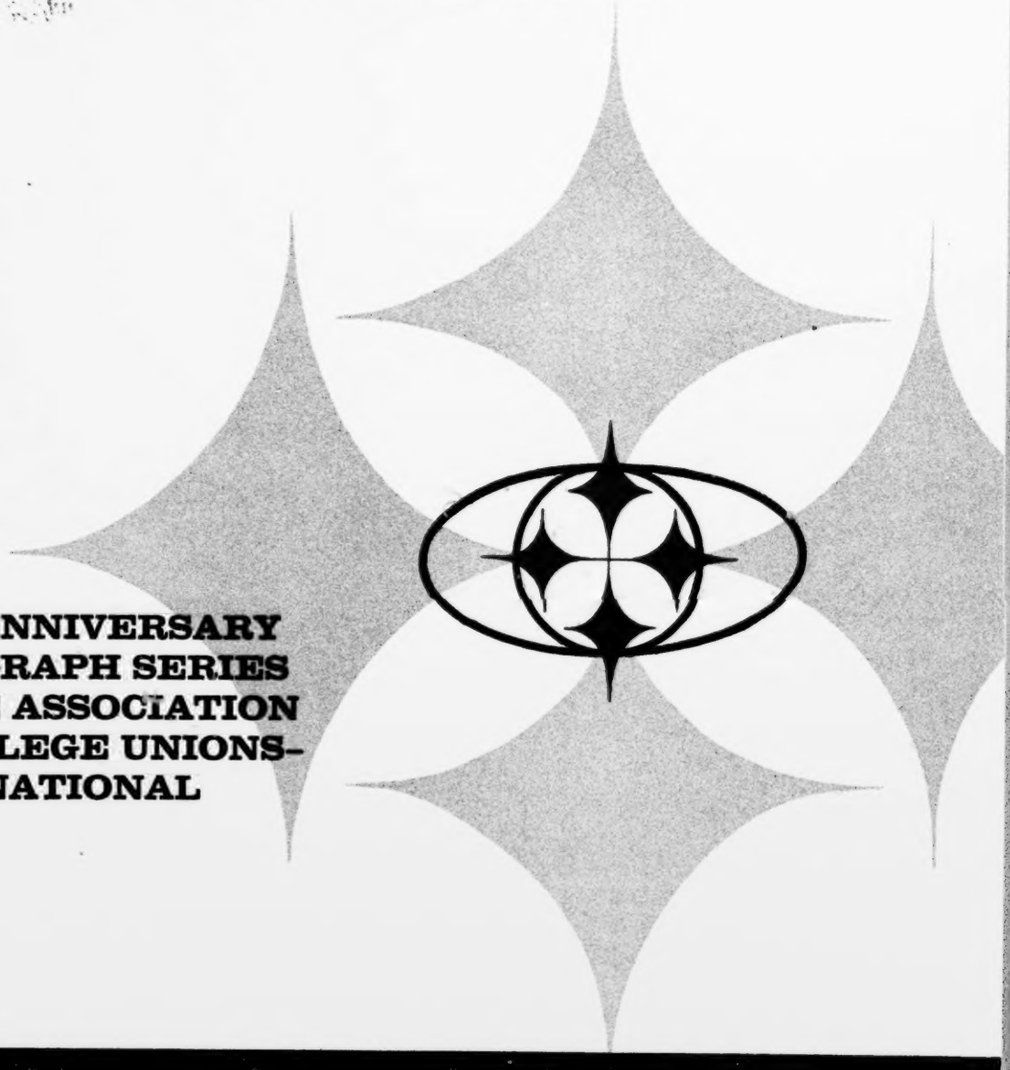
COLLEGE UNIONS AT WORK



50TH ANNIVERSARY MONOGRAPH SERIES OF THE ASSOCIATION OF COLLEGE UNIONS–INTERNATIONAL

98

The College Union Outdoors

By THEODORE CRABB

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Association of College Unions-International

The Association was founded in 1914; it is one of the oldest intercollegiate educational organizations. Its purpose is to provide an opportunity for unions to join in studying and improving their services, and to assist in the development of new college unions.

The Association membership numbers approximately 650 colleges and universities, including junior colleges, in the United States, Canada, England, Australia, New Zealand, Japan, Taiwan, the Philippines, and Puerto Rico. Included are many "Houses", "Halls", and "Centers" which serve as community centers for the campus, whether they be found at co-educational, men's, or women's colleges. It is not necessary to have a building to be an Association member.

Regional Representatives from 15 geographical areas of the United States and Canada assist in the general development of the Association, advise on matters of policy, and arrange for regional conferences in the fall which emphasize both student and staff participation.

An international conference is held annually for staff members.

A central headquarters, information service, and employment service are maintained at Willard Straight Hall, Cornell University, Ithaca, N. Y. Copies of all Association publications may be obtained from this office. Also on file are copies of surveys and studies made on many aspects of union operation.

The standing committees of the Association foster studies and programs concerned with the arts, recreation, junior colleges, international relations, public relations, professional development, research, joint efforts with other educational associations, and special projects.

The College Union Outdoors

By
THEODORE CRABB

The second publication
in the
Golden Anniversary Monograph Series
COLLEGE UNIONS AT WORK
William E. Rion, Editor

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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Table of Contents

Page

The Union Moves Outdoors 1

A Basic Program 3

Organizing the Program 5

Equipment 7

Headquarters Facility 8

Instruction 9

Safety 10

Problem Areas 10

Deterrents to the Program 11

Conclusion 12

Appendix 13

Exhibit A 14

Exhibit B 16

Exhibit C 18

Exhibit D 23

Exhibit E 24

Exhibit F 25

Exhibit G 27

Exhibit H 28

Preface

COLLEGE UNIONS AT WORK constitutes a series of monographs on college unions. Recognizing the Golden Anniversary of the Association of College Unions-International, this series is designed to provide helpful information concerning the operation and management of various phases of the college union. Previous monographs in the series have been "Operation and Administration of College Unions" by Boris Bell (#1). Subsequent papers are expected to include such subjects as art, college union planning, recreation areas, and food service operations.

In their dedication to the principles and the purposes of the college unions and in their eagerness to assist others in the development of unions on their campuses, the members of the ACU-I have prepared this series. Grateful appreciation is extended to the authors, the respondents to questions and surveys, and to Chester A. Berry, Stanford University, and Porter Butts, University of Wisconsin, members of the editorial board of this series. Their cooperation, assistance and patience has made this series possible.

William E. Rion, Editor
Director, Florida Union
University of Florida

About the Author

Mr. Theodore Crabb is Director of the University of Wisconsin Milwaukee Union. Prior to assuming this responsibility in 1964, he served the Wisconsin Union, University of Wisconsin, Madison, from 1954 to 1964 as Outing Director, Assistant to the Director, and Assistant Director.

A native of Janesville, Wisconsin, and a graduate of the University of Wisconsin, Mr. Crabb served as the Coordinator of the Summer Course in College Union Operation held at the University of Wisconsin in 1962. He has served on several Association of College Unions-International projects including conducting the 1961 survey on outing programs and assisting in the editing of the Bulletin.

THE UNION MOVES OUTDOORS

The college campus of today is a different place than it was ten years ago. College enrollment is far beyond any predictions, and its building program is constantly growing with the addition of many new classrooms and large multi-storied living units.

And the college student is a different person than the one ten years ago. He's under greater academic pressure and he's now a part of a much bigger, and often more impersonal, college. He's less interested in such large all-campus events as Homecoming or Prom. He would rather get together with a small group of friends; have a chance to get to know a few people well. Since it's hard for him to find a place to play baseball or touch football near his dorm, and the tennis courts are usually filled, by the end of the week, he's feeling cooped-up and ready to let off steam.

College Unions face a great challenge not only to recognize what a changed person today's student is, but also to come up with the imaginative program which will meet his needs and interests.

This pamphlet is written with the hope some "how-to-do-its" in one promising, very broad area will stir the imagination --- in short, encourage more unions to join the move outdoors.

"Outing" for the purposes of this pamphlet is defined as "informal recreational activity out-of-doors, usually involving some skills or learning of skills, usually undertaken by students in groups (large or small) and usually non-competitive. This kind of activity is a natural extension of the union program. Outing offers an opportunity to meet the expressed goals of the Association of College Unions International, which include encouragement of "self directed activity," "maximum opportunity for self-relization," and creation of "free time activity as a cooperative factor with study in education."

The outing area is not particularly new to unions. Union outing programs were formed on a few campuses back in the 1920s, usually where there were good natural facilities "on or near campus." Now, however, the idea has spread to to colleges in every state. Wherever there are students, interest in outing activities exists.

A 1961 survey of Association of College Unions members (See Exhibit A) gives some indication of the outing movement as sponsored by Unions[1]. Sixty-five unions (29 per cent of the total responding to this 1961 survey) indicated that an active outing program exists on their campuses; forty-six unions (20 per cent) reported they were planning an outing program in the future. In other words, half of the unions reporting had an outing program or were planning one. This picture was uniform throughout the country, regardless of enrollment, geographical area, or the presence of "on or near campus" facilities.

By geographical area, the survey indicated that the percentage increased somewhat from east to west (presumably because the outing terrain is more challenging) and rose slightly as the size of the institution increased, perhaps because a large student body affords more resources and better assurance of a nucleus of interested persons to get the program started. Table 1 indicates the survey results by enrollment while Table 2 shows geographic distributions.

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[1] "The Union Moves Outdoors," Proceedings of 1961 Conference of Association of College Unions, p. 243.

A union on a campus located on the shore of a lake, or in the mountains, has certain natural advantages in building a strong outing program; but every college in the country, regardless of location, is within short distance of outing facilities of some kind. There are at least 20,000 acres of national and state parks and forests in every state. There are also at least 100 square miles of water area in every state, as well as hunting and fishing areas. The number of facilities available is constantly increasing as both state and federal governments move to make more lands available for the expanding push to the out-of-doors. Closer to campus, there may be bridle paths, skating rinks, archery ranges, tobogganing slides, hiking trails, picnic areas and swimming beaches.

Obviously the particular locality and facilities at hand will determine the

Table 1. Outing Programs in College Unions, By Enrollment

Status of Outing Program	Total Unions		Enrollment: Under 2500		2500-4999		5000-9999		Over 10,000	
	No.	%	No.	%	No.	%	No.	%	No.	%
Program Exists	65		23		17		12		13	
Program Planned in Future	46		14		16		12		4	
No Program Anticipated	114		49		35		18		12	
No Union and no Program	22		16		1		5		0	
TOTALS	247	100	102	100	69	100	47	100	29	100

Table 2. Outing Programs in College Unions, By Geographic Distribution

Status of Outing Program	Total Unions		Geographic Distribution: South		East		Mid-West		Rocky Mountains		West	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Program Exists	65	29	11	22	23	36	20	26	6	32	5	36
Program Planned in Future	46	20	14	27	7	11	16	21	5	26	4	28
Sub-Totals	111	49	25	49	30	47	36	47	11	58	9	64
No Program Anticipated	114	51	26	51	34	53	41	53	8	42	5	36
TOTALS	225	100	51	100	64	100	77	100	19	100	14	100

kind and extent of each outing program. The following list suggests the broad range of possible outing activities, some of which will be particularly adaptable to each campus.

* skiing
* tobogganning
* ice boating
* snow-shoeing
* canoeing
* sailing
* hiking
* day camping, picnics
* overnight camping
* ice skating
* hunting
* mountaineering
* horseback riding
* archery
* skin diving
* water skiing
* fishing
* caving
* biking
* cook-outs
* lectures
* outing movies

A Basic Program

There are, however, outing activities suitable for any part of the country and for almost any budget. These basic programs may be used to initiate an outing program, each of which leads into additional areas and into new outing activities. In this way the program expands with the interests of students.

This group of activities can take place in the immediate vicinity of the campus. It is the kind of a program which can start with a small group of people and expand as interest increases. It is the kind of a program from which expansion into other outing areas is a natural evolution.

If this approach is used, the starting activity is hiking. Hiking is essential in virtually every form of outing program. It can take place anywhere, and it is a skill which every outdoorsman must learn. It is the essential building block. After hiking comes cook-outs, another basic activity which fits right in with hiking. An all day hike involves a noon or evening cook-out. Once again, this activity can be engaged in by any college.

Camping, the next step, expands a little more on the basic program. It adds the overnight dimension involving cook-outs and, generally, hiking. Biking is another variation and it can involve both the cook-out and camping. Canoeing, if streams, rivers or lakes are available (and all states have some) provides another extension of the basic program. Once again other elements are involved. One final component of this program, archery, is another activity which can take place on any campus and which involve other forms of the basic program. The archery shoot requires hiking to reach the area, a cook-out, and in many cases, an overnight.

For such a program, only a minimum investment is necessary initially. Much of the needed equipment can be obtained as government surplus property at amazingly low prices. For example, you might purchase sleeping bags for one dollar; canteens, two for a nickle; snow shoes, one dollar a pair; helmet liners for spelunking helmets, a nickle each; and tents, packs, and many other types of equipment at similar low prices.

An example of what is meant by starting with low investment items is shown by what can be done by a union willing to invest $500. This money would purchase:

20 sleeping bags	$ 20.00
6 ground cloths	10.00
3 cook kits	45.00
2 gas stoves	30.00
2 mantle lanterns	20.00
5 pup tents	75.00
8 packs	50.00
bows and arrows	50.00
miscellaneous: such as bikes, skis, skates, snow shoes, caving gear, and mountaineering equipment (depending on locality)	200.00
Total	$500.00

In one year, with student rentals of this equipment, approximately $300 of income can be expected. In the second year, the union might add another $300 for a total of $600. This would be used for additional equipment purchases. An outing club could then be organized with a dues charge for members (with a special equipment rental discount for paying members). The money obtained from dues helps pay for publicity, repair and maintenance of equipment, and special programs. Thus, a program is under way. In other words, thousands of dollars are not necessary to start an outing club. An initial investment spent on low cost items can produce the necessary equipment and some ingenuity on the part of both student and staff can produce an active outing program.

The more expensive types of equipment can wait until sufficient funds are available. Such waiting does not deter participation in these interest areas. Even if the expense of ski equipment is too great, ski trips can still be sponsored since almost every ski resort area has the necessary equipment for rent. Similarly a canoe group can arrange to rent canoes and a riding group can find horses available at a local stable.

It is wise to concentrate initially on just a few well organized programs within a given interest area rather than trying to offer many poorly organized programs in many different areas. The fact is that almost every outing area contains the potential for a wide variety of programming possibilities: instruction, competition, movies, lectures, discussions, demonstrations. A good outing program includes learning a basic skill, improving that skill, experiencing social enjoyment of the new skill. It also includes opportunities for both individual and group participation -- many such opportunities, not only on weekends, but also on week days, during free class periods, in the late afternoon, during the dinner hour or in the evening whenever students have the time and interest. (See "What the Outing Club is About," Exhibit B)

The outing horizon is further expanded, of course, by the opportunities awaiting outers on weekends and during vacation periods. Weekend trips can range up to 200 or 300 miles and reach almost any required facility. Vacation trips can range from four days to four weeks. The Wisconsin Union outing club, during any spring vacation, has groups that go canoeing in Florida and Kentucky, hiking in the Blue Ridge Mountains, caving in Arizona, and skiing in Colorado. In August the trips range from canoeing in the Quetico forest preserves of Canada to mountaineering in the Tetons and in British Columbia. (See "Outing Guide," Exhibit C)

Typical of the types of programs conducted by various unions are the following, selected particularly to illustrate the variety of geography and type of institution that can participate in outing programs:

Indiana:	Lake area located approximately ten miles from campus. Sailing, camping, spelunking.
Cornell:	Outing lodge on campus. Camping lodge ten miles from campus. Outdoor and indoor ice rinks, canoeing, sailing, horse stable, archery range, all available on campus.
Florida:	Twelve acre recreation park on a lake nine miles from campus. Recreation building, canoes, boats, water skiing, picnic area and similar activities and facilities.
West Virginia:	Skin diving, water skiing, skiing, ice skating.
Minnesota:	Outing Club, known as "The Rovers", have extensive outing program including skiing, ice skating, camping, canoeing, spelunking.
California Medical Center:	Ski lodge and ski run. Trips to various outing areas throughout the year. Miscellaneous types of equipment available for rental including volley ball, softball, tennis rackets, picnic equipment.
Allegheny College:	350 acre wooded area seven miles from campus, toboggan slide, cabin, lake, wooded area. Program includes camping, hiking, biking, caving, horseback riding, tobogganing, skiing, skating.
Colorado State:	Covered ice rink next to Union.
Southern Illinois:	Forty acre lake on campus. Swimming, sailing, row boats, canoeing, fishing, picnic area, hiking trails, sailing. Shelter available.
Oregon:	Canoeing, row boats, archery range, swimming, biking, rental center for outing equipment.

Organizing the Program

How does such a program get organized? Once the Union Board decides that an outing program is desirable, starting it is just like starting any other program. The first step is finding students who are interested. A campus wide sign-up effort, stories in the campus newspaper, and posters on the campus bulletin boards can get out the message. A movie and lecture about some phase of outing activity can add to the interest. Such a lecture might concern the American Cup sailing race or the conquering of Mt. Everest by the American team or be one

of the top flight skiing movies by John Jay or Warren Miller. The main purpose of such a program is to provide a rallying point, a gathering place for students interested in outing programs.

After identifying a core of interested students through sign-up sheets or personal contact, the Board should schedule an organizational meeting. At this meeting, the group can choose a regular meeting time and a name for the organization. Once the name is chosen, all future references to the group should include the name to establish the identity of the group.

The core group thus formed can play an active role in the next step of conducting a survey to determine what outing facilities are available on campus, near the campus, and at varying distances from the campus. This survey will be valuable in determining just exactly what types of outing programs can most readily be encouraged, what activities should wait for the future, and what new facilities might be needed.

A strong outing organization usually takes the form of a club -- with its own name, its own emblem or patch, its own officers -- rather than a committee. This is probably because a committee generally is organized to set up programs for a larger group while a club, on the other hand, arranges programs primarily for its own members, all of whom participate in all phases of the program. There is, moreover, a spirit of camaraderie engendered by participation in outdoor activities which creates a "club" feeling.

Within the club there may be subordinate clubs organized around particular activities, such as riding or mountaineering. As the outing program expands and more students participate, the smaller clubs will develop naturally. The central club then becomes the hub of the organization with the smaller interest groups the spokes of the wheel. The function of the central club then becomes one of providing overall policy for the total outing program coordinating the various interest programs into the integrated, year-round whole. The chairman, or president, of the central club board is very desirably a member of the Union organization to serve as the liaison between it and the outing club.

Throughout this pamphlet it has been assumed that the outing program on any campus would be organized within the framework of the Union. This is not because this is a college union pamphlet, but because the union offers certain advantages in achieving a strong outing program. The union's mission includes that of an outing club. The union is the unit on the campus most likely to be able to provide philosophical support, physical facilities, staff guidance, and financial supports. Often the physical education department, concerned primarily with intramural team sports and class instruction, does not have the time or the interest to go into informal outing activity. A single special interest club -- which many campuses have (i.e., Ski Club, Sailing Club) -- confine itself to its specialty, or does not have the resources to go further.

The union is able to combine the elements of an outing program into a single recreation program which will be more effective than individual interest groups working independently. For example, the union may stock equipment -- such as sleeping bags, coffee pots, and so on, available to mountaineers, skiers, and canoeists alike -- which would have to be duplicated by each group if they were independently organized. The union staff provides continuity so that the program may be carried forward from year to year. In addition, the union can offer a "home" where outers with mutual interests may gather for talk and for work.

One of the greatest values the union can offer the outing organization is staff help. A staff advisor can play a key role as a coordinator, resource person, and as counselor who provides continuity. The staff advisor's role, however, must be solely one of advising. If he plays too active a part, he does so at

the expense of interested, willing, and talented students. Students are willing to do the day-to-day work of an outing club, and, in fact, assume a greater position of leadership in the outing area and take more responsibility for the total program, including purchasing and repair of equipment, program planning, instruction and financial operation than in almost any other program area within a union -- primarily because they are performing tasks that they know well and enjoy.

As soon as an outing program is functioning, plans should be made to set up the program on good business principles. This means a separate accounting of the outing club finances, a reserve for replacement of equipment, a reserve for new equipment, and eventually, a consideration of reimbursement to the union for the time and money spent on the outing program. The club should keep any surplus each year to be used either as a cash fund for emergencies, as a safeguard against the risks of weather or other contingencies, or for expansion of facilities and equipment.

Equipment

Equipment is essential to any outing program. There is a considerable range of equipment possibilities and needs, depending on the nature of the outing areas within reach.

* sailboats
* canoes
* skiffs
* row boats
* water skis
* snorkels
* bicycles
* tobaggans
* snow-shoes
* ice skates
* ice boats
* skis, boots, poles
* tents, sleeping bags
* bows, arrows, targets

* horseback riding equipment
* caving equipment including helmets, lantersn, etc.
* mountaineering equipment including rope, pitons, crampons, carrabiners, ice axes, etc.
* camping equipment including mantle lanterns, cook kits, ground cloths, packs, canteens, hatchets, etc.

Obviously, a number of the items on this list are expensive. On the other hand, many may be purchased inexpensively as government surplus property, some may be donated, and other items such as skis, skates, snorkels, bows and arrows, and bikes may be brought along to the campus by students. The amount of outing equipment owned by students continues to expand each year. It is a rare skier who doesn't bring along all the necessary equipment. Many students bring ice skates and bicycles to college. To broaden the program and include everyone who wants to participate, however, the outing club will want to start acquiring equipment of its own for rental. In the beginning, it may just use whatever is available.

Not surprisingly, it takes a certain amount of money to purchase equipment and to operate an outing program. At the outset the union program budget is the logical source for funds until the outing program itself is able to carry the costs. Once a program is on its way, there are disadvantages to having the union pay the bills. These disadvantages include lack of respect for equipment

and lack of initiative on the part of students; they will take much better care of their own property than equipment provided by the union. This is a strong argument for setting membership and use fees to cover the operating expenses and equipment purchases of the outing program.

Students do not object to paying the costs for an outing program. They realize, for example, that if they rent a sailboat or a pair of skis from a commercial firm, it will cost money -- much more than at the union. And they would much rather spend their money to rent the necessary equipment from the campus outing club, knowing that part of the rental will be used to purchase additional equipment for their use.

The membership fee concept offers other advantages. Students will expend their money more carefully than income derived from the union. They will work harder to keep the membership rolls full when it is to their direct personal advantage to do so. The membership concept also develops an esprit de corps among the members.

Rental of equipment to non-members can provide an excellent source of income. Establishing a fee differential between members and non-members will encourage non-members to join.

An adequate check-out and check-in system is necessary for a rental operation. One of the most effective methods involves a 4" x 6" card which includes a list of the equipment being rented, the rate, a waiver of liability in case of injury, an agreement to replace lost or damaged equipment, and a signature line. A deposit on equipment is usually required. (See "Sample Rental Card," Exhibit E).

Wherever possible, payment for the rental of equipment should be made when checking out the particular item. The usual rental breakdown includes hourly, daily, weekend, and special vacation rates. (See "Sample Rate Schedule," Exhibit D).

Outing clubs can provide an maintain outing equipment at a lower rental rate than a similar commercial outing rental establishment. For example, at the University of Wisconsin a student pays a seasonal membership for sailing club privileges equivalent to only $2.00 a week. He receives free sailing instruction and, once he has passed the necessary tests, he may sail whenever boats are available. A commercial establishment charges $6.00 an hour for a sailboat and usually does not provide instruction. The club rental or use fee is lower than the commercial rate and yet it covers the costs of operating the outing program and to allow a margin for expansion and development.

Headquarters Facility

As soon as possible, an outing program needs its own headquarters -- a place for students to meet, work, store equipment, and organize programs. It should be a place which students recognize as the campus outing center. More and more unions are providing such space for outers with over 50 unions having outing headquarters in their buildings. These quarters typically include lounge areas, storage space, workshop area and office space. They range from a single storeroom or office, of perhaps 200 square feet, to full rental, repair, storage, and clubroom centers of 7,200 square feet.

The smaller outing quarters are used only for storage, which is the type of space outers need most since every kind of outing activity requires equipment. Requirements for storage space vary, naturally, with the particular program and the type of equipment in use. Bicycles obviously require more storage

space than folded tents and sleeping bags.

A union which is still in the planning or expansion stage, or which is expanding its outing program, should seriously consider an outing headquarters which includes more than storage space. Additional space for such facilities as a workshop where students can wax skis, repair bicycles, or make arrows for the next archery shoot or for a lounge area where a spirit of camaraderie can be achieved with a roaring fire in the fireplace, and a discussion about the last camping trip. A lounge provides a natural haven for outers on campus to get together for the latest information on skiing conditions or trip plans.

Office space for the student chairman and staff advisor should be considered as well as individual storage rental lockers for some members. Other desirable facilities include a sales counter for renting equipment and selling outing items such as ski wax or outing supplies or equipment, and a "Grubstake" or kitchenette area for preparing a venison stew after a successful archery deer hunt or for making cocoa after an ice skating party. If possible, the outing quarters should be located near an outside entrance to provide easy access for moving bicycles, skis, and camping gear in and out. A separate entrance permits early departures and late returns regardless of the operating hours of the rest of the building.

Instruction

Important as organization, equipment and building facilities are to a successful outing program, the most basic element is the instructional program -- basic because when conducted by students for students, it fulfills the goals of a union program, builds future club leadership, and prepares students for continuing recreational activities after graduation. Instruction develops the ability of the participants to enjoy themselves -- to acquire the necessary skills which make the difference between canoeing in circles and reaching a destination. Instruction is basic to the educational goals of an outing program. Through instructing and taking responsibility for others, students develop self-confidence and self-reliance, gain proficiency, develop leadership, and experience another form of education by serving in the role of teacher. Not infrequently, they find themselves in the position of teaching faculty members how to sail or canoe, an experience which brings about an understanding between student and student, or student and faculty, that can affect an entire life.

Students usually are willing to instruct with no expectation of payment. Once they themselves have gained a proficiency in a given area they realize that they should pass their knowledge on to other students. Some clubs offer reduced dues to instructors, others provide a full rebate, and in still others, payment for instructors occurs only in the form of satisfaction and added interest.

In addition to student instructors, some unions have staff members qualified to teach, particularly in such popular activities as skiing and sailing. Sometimes physical education departments sometimes provide instructors and other members of the faculty often are competent outing instructors.

The teaching program may include a variety of instruction such as workshop sessions in various phases of camping and outing activity; camp counselor training sessions to prepare students for summer counseling jobs; or written handbooks describing various outing skills and preparation of trip guides and lists. (See "Outing Guide", Exhibit C). The teaching may also take the form of programs for the campus and the community in specific areas -- for example, a

horsemanship clinic on care and treatment of horses, a boating safety clinic, or a mountain rescue clinic.

An instruction program may be presented on the campus even without actual facilities. Several outing clubs give dry land sailing instruction by using a "mock-up" sailboat, or give skiing lessons on a slope covered with dry leaves. A tree can serve as an on-campus "mountain" for basic mountaineering, or a swimming pool as a "lake" for basic canoe instruction.

Safety

Just as students will take responsibility for the instructional program of the outing club, so will they take the responsibility for the safety of an outing program if properly advised. An outing program can be entirely safe if there is a constant emphasis on safety and if specific safety principles are steadfastly observed. Perhaps more responsibility is placed in the hands of students when engaged in outing activities than in any other student activity. For example, the student in the stern of a canoe on a rapids trip or the rope leader on a climbing outing, has the life of another student in his control. Safety must be emphasized at all times. There is no room for mistakes or chance. Students realize that continuation of an outing program depends on the safety emphasis built into it. As a result, they will take the lead in developing safety standards and in regularly reviewing the program to make sure that the activity is as safe as possible. (See "Outing Club Canoeing Safety Code," Exhibit F).

Additional assistance can come from safety programs established by national organizations, such as the canoeing safety program set up by the American White Water Canoeing Association. Many state and local government agencies have established lake and stream safety requirements. Participation in safety programs such as the Ski Patrol can also build a safety conscious attitude. The water safety and first aid programs of the American Red Cross should be available to interested students. Responsibility for seeing that the program is safe belongs with everyone who joins the organization and uses the equipment.

Problem Areas

Two potential areas for problems in an outing program are those of trip liability and chaperons.

There must be a clear understanding concerning liability in the conduct of all phases of an outing program. Liability laws differ. Each union should be aware of its own particular requirements in regard not only to its outing program but its entire operation. This problem exists whether a person is on an outing trip or walking on the sidewalk in front of the union. The particular approach must be designed to cover the necessary precautions under the liability laws of the state.

Many unions and colleges require a signed waiver from trip participants, absolving the union, the college, or the city or state in case of accident or injury. Such waivers may not legally avoid responsibility but they do serve as a reminder to use caution and good judgement. Many schools offer low cost student accident insurance which covers most injuries. A union can also arrange for short term group accident insurance, which can be required or optional. If required, the premium money can be collected as part of the trip cost. If optional, information about it should be readily available and the students should be responsible for its purchase. Before instituting any waiver and/or insurance program, it is advisable to procure legal advice concerning the

proposed program under the laws of the state.

In an effort to discover some of the practices regarding liability, the 1961 survey included specific questions on this subject. Seventy five per cent of the respondents stated that liability insurance is required by the union or the college for drivers of private cars; 77 per cent said accident insurance was not sold as part of trip cost; and 32 per cent said accident insurance was available on an optional basis.

The 1961 survey reported that 72 per cent of the unions use private cars for transportation; 62 per cent use buses; 13 per cent use college cars; and 6 per cent use trains. Generally, liability problems do not exist as far as buses, trains, and college cars are concerned. The use of private cars, however, presents problems. There is no sure way of guaranteeing a driver will be careful but outing clubs can require car owners and drivers to have certain minimum liability insurance before they can leave on a trip. A well planned, regularly emphasized educational program is an important adjunct of such a rule.

Closely allied with the problems of transportation and liability is the matter of chaperons on outing trips. Chaperons are generally required on all overnight trips. Of the schools answering the 1961 survey, only one college reported no chaperon requirement. Those eligible to serve as chaperons, with the percentage of schools responding in the 1961 survey are as follows: (1) Faculty members -- 93 per cent; (2) Union staff -- 70 per cent; (3) A married couple not enrolled in school -- 26 per cent; (4) Graduate student -- 20 per cent; (5) Housemothers -- 41 per cent; (6) Members of campus religious staff -- 31 per cent; (7) A married couple enrolled in school -- 13 per cent; and (8) Housefellows-- 9 per cent.

Chaperons, whoever they are, deserve to know what is expected of them. This information must be given to the chaperons, both verbally and written. (See "Typical Chaperon Letter", Exhibit G). Chaperons are on the trip to assist the trip leader but should not be expected to be the leaders. They should provide help or assistance but should not be placed in the position of being policemen. After the trip, the chaperon should file a report with comments and suggestions for future outings.

Flexibility in university chaperonage rules is helpful to an outing club. If only housemothers and members of a religious staff may chaperon, it is difficult to arrange much of a program. If the university allows faculty members, housemothers, union staff members, religious center personnel, married couples not enrolled in school, and graduate students with a college appointment, it is rare that a trip will have to be cancelled for lack of a chaperon.

Deterrents to the Program

What are the principle deterrents to an effective outing program? Lack of funds for equipment was listed by 29 per cent in the 1961 survey. Others, in order, included indifference among students, 26 per cent; lack of attractive accessible outing area, 23 per cent; lack of student leadership, 22 per cent; lack of funds for staff, 20 per cent; other organizations consider outing activity under their jurisdiction, 20 per cent; and non-support of the idea by the administration, 14 per cent.

Student interest is present in the outing field. In the case of those unions that reported lack of interest, the fault could lie in the lack of opportunities students have had to exhibit their interest. Without a program students can scarcely demonstrate their enthusiasm, even if they are participating individually

in outing activities. Given the opportunity for group participation students almost invariably support an outing program.

Conclusion

One of the great assets an outing program offers to the union and to the student body is the opportunity for students to learn to accept and fulfill responsibility. In an outing program -- be it camping, sailing, canoeing, or mountaineering -- students learn how to work together, to understand and rely on each other, and to develop new skills that will provide many hours of enjoyment both during and after college. They develop a higher degree of physical fittness -- highly important and too often neglected. They gain a new appreciation of wildlife and the wilderness, and become champions of the care of preservation of natural areas. In the process comes the realization that being an outdoorsman instills a spirit which lasts a lifetime.

An outing program is not as simple as sponsoring a dance; but the results far outweigh the extra effort required. Students today are looking to unions to move outdoors and they are willing to accept the responsibilities that go with an outing program. Unions are missing one of the best of all opportunities if they don't make the outing field a standard part of their program.

APPENDIX

EXHIBIT A

The following information was obtained from a survey conducted among member institutions of the Association of College Unions in 1961.

KEY TO CHART

Does your union

A. Sponsor any kind of outing activity?
B. Co-sponsor any kind of outing activity with others?
C. Operate an outing headquarters within the union?
D. Operate an outing area away from the campus?
E. Rent outing equipment?
F. Offer instruction in any outing skill?
G. Plan to sponsor any outing activity in the future?

College	Extent of Participation						
	A	B	C	D	E	F	G
Allegheny College	X	X	X	X			X
Alfred State Tech	X	X	X	X		X	X
Boston University	X	X		X		X	X
Brigham Young University	X						X
British Columbia	X		X	X	X	X	X
Brown University			X	X	X		
University of California Medical Center	X	X	X				X
California State Polytechnic Institute	X	X					X
The Citadel	X		X	X			X
Coe College	X	X					X
University of Colorado	X	X	X				X
Colorado College	X	X				X	X
Colorado State University					X		
Cornell University	X	X			X	X	X
University of Denver		X					
Douglass College	X	X					X
Duke University	X	X					
East Carolina College					X		X
University of Florida	X	X		X		X	X
Florida State University	X			X	X	X	X
Fort Hayes Kansas State College	X	X		X		X	X
University of Georgia		X		X			X
Harpur College					X		
Kansas State University	X					X	X
University of Idaho		X		X			X

College	Extent of Participation						
	A	B	C	D	E	F	G
Illinois State Normal University	X				X	X	X
Indiana University	X	X		X	X	X	X
LaSalle College	X				X	X	X
Loyola University (Chicago)	X	X	X		X	X	X
Lycoming College	X					X	
University of Maine	X					X	
Marshall College	X	X					X
University of Miami (Fla.)	X	X				X	X
Miami University (Ohio)	X						X
University of Michigan		X					
Michigan State University (Oakland)	X	X				X	X
Middlebury College		X					X
U. S. Military Academy	X		X		X	X	X
University of Minnesota (Minneapolis)	X		X		X	X	X
University of Minnesota (Duluth)	X	X	X	X	X	X	X
University of Minnesota (St. Paul)	X				X		X
University of Nebraska	X						X
Nebraska State Teachers College	X	X				X	X
University of Nevada	X	X		X			X
New York State University College at Brockport	X						X
New York State University College at Fredonia	X			X	X	X	X
New York State University College at Oswego	X			X			X
New York University	X						X
North Carolina State College	X	X	X				X
Oberlin College	X						X
University of Oklahoma	X						
Oklahoma College for Women	X						X
Portland State College (Oregon)	X	X					X
Prarie View A. & M. College	X		X			X	X
Purdue University	X				X	X	
Ripon College	X						X
University of Rhode Island	X	X				X	X
Rollins College	X				X	X	X

College	Extent of Participation						
	A	B	C	D	E	F	G
University of Toronto	X			X			
Trinity College (Hartford)	X						X
Washington State University	X	X	X		X		X
West Virginia University	X	X				X	X
University of Wisconsin	X	X	X		X	X	X
Wisconsin State College (River Falls)	X				X		
Wisconsin State College (Stevens Point)	X	X	X		X	X	X
Wisconsin State College (Whitewater)	X	X	X		X	X	X
TOTALS - 66 colleges	57	34	17	17	23	30	54
PERCENT of Totals	86	52	26	26	35	45	82

Exhibit B

Sample Outing Club Activity Program*

WHAT THE OUTING CLUB IS ABOUT

I. ACTIVITIES

Outing Club activities include:

- A) Steak Fries
- B) Picnics and one-day excursions to points of interest around the state
- C) Bike Hikes
  - 1) Wednesday evening twilight rides
  - 2) One-day excursions
  - 3) Several-day camping trips (i.e., weekends, vacations)
- D) Caving
  - 1) Short, one-day excursions to caves around the state
  - 2) Week-end camping and caving trips in Wisconsin and other states
  - 3) One-week or longer expeditions in Indiana, Kentucky, Tennessee and wherever else there may be caves
- E) Hiking
  - 1) Short, one-day or less hikes in nearby scenic areas
  - 2) Week-end hiking-camping trips in Wisconsin
  - 3) One-week or longer hiking-camping expeditions to wherever you want to go, Canada, Southern Mexico, the Tetons, the Grand Canyon, Glacier National Park
  - 4) In winter, hiking also by means of showshoeing or cross country skiing in Canada and upper Michigan
- F) Canoeing
  - 1) Quiet Water Canoeing
    - a) Use of the canoes on Lake Mendota at almost any time

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*(Reprinted from the Wisconsin Hoofers Outing Club Handbook, Wisconsin Union, University of Wisconsin).

b) One-day excursions on nearby lakes and rivers in Wisconsin
c) Weekend overnight canoeing-camping trips on nearby lakes and rivers in Wisconsin
d) One-week or longer trips in Canada or wherever else the trippers want to go

2) Rapids canoeing
a) Trips every weekend during the Spring, Summer, and Fall to rapids rivers within accessible distance, usually in northern Wisconsin (Free instruction for all beginners)
b) Occasional longer trips to areas like West Virginia

II. MEETINGS

Meetings are usually every Tuesday evening. There will always be an announcement about the meeting on the Outing Club bulletin board next to Hoofers Quarters in the Union. The meetings include a short business session at which announcements of trips and of other pertinent matters are made, and a program of slides or movies of wilderness areas, expditions or other items of outing interest. The meetings provide an opportunity to sign up for trips, to ask questions, and to become familiar with the club and the people in it.

III. HOW TO PARTICIPATE IN CLUB ACTIVITIES

You need not be a member to go on trips. There is, however, an extra charge for non-members. Members pay only their share of the trip's cost, such as food, gasoline and equipment depreciation. The trips usually are very inexpensive because things are done in quantity. If you plan to go on more than one Outing Club trip during a season, it is usually less expensive to join the club. If you go on only one trip, you may break even or save money by not joining. In order to go canoeing, however, it is necessary to join the club and to pass the paddler's test.

Trips and events are announced at meetings and participation sheets, known as "sign-up sheets" are passed around. The sign up sheets then are posted on the Outing Club bulletin board until the trip, or the waiting list for it, is closed to further participants. Sign your name on the sign up sheet and write down the information requested, such as your phone number, whether you have a car, etc. The major details of the trip are usually noted at the top of the sign up sheet along with the trip leader's name and phone number. If you have questions, call the trip leader and ask him for the information you need. General information about the equipment you may need as well as other information about trips is to be found in the Outing Guide, which can be obtained free from the store clerk. It is wise to be sure you have all the information about the trip that you will need.

Equipment usually can be bought or rented for a nominal fee at the store. The fee for the trip usually is payable at the store prior to the date of departure or before a date mentioned on the sign up sheet.

Exhibit C

Outing Guide*

TYPES OF TRIPS AND SUGGESTIONS

One day warm weather: casual trips, often spur of the moment and requiring little special equipment or preparation. A small backpack is useful for carrying lunch, and a canteen (filled) will quench one's thirst.

Overnights: require the addition of a sleeping bag, cooking equipment, an axe for firemaking, or stove. A change of some clothing, especially socks, may be comforting, especially if rain or stream crossings are encountered. Bring a flashlight or have access to one. The trip leader will arrange for tents if needed, food, and community equipment.

Trips longer than one or two nights: some further thought required especially in regard to footwear, back packs, and overall equipment weight. A minimum of spare clothing may be brought along. Clothing other than socks, merely gets dirty with no serious physical harm done. Talk to more experienced people about their equipment and perhaps browse through the camping and mountaineering literature on the bookshelf.

One day cold weather: generally speaking the colder the weather the more clothing to be worn. If much standing around or extreme cold is expected, more sweaters and long underwear should be worn. While moving around you will generally be warm unless it is exceedingly windy or cloudy. Ears, hands, necks, and heads should be covered. Goggles or equivalent are advised for sunny or windy days on snow.

Cold weather overnights: a warm sleeping bag, preferably down, is needed, and a change of socks at night will keep the feet warmer. A tent will keep wind and snow off the sleepers at night. Trip leaders will usually arrange for tents. Candles with matches will work better below freezing temperatures than flashlights.

PAGES OF ADVICE AND PHILOSOPHY

General

For varying temperature and exercise conditions, it is convenient to be able to add or shed a sweater easily. Several lightweight sweaters permit more simple temperature control than one heavy weather sweater.

The condition of the feet must be watched on hikes extending over several days. Any spots that rub should be taped. One inch adhesive tape works best. (Two inch tape for big feet). Several hiking trips will probably show blisters developing in the same areas all the time, so these spots can be taped before a hike in the future.

Wool will still retain its insulating and cushioning properties when wet, while cotton will not and wool is therefore recommended for warm clothing.

Hiking in cold weather, especially in snow, adds the danger of frostbite. Toes should be free to move in the boot, and a numb foot should be warmed. Often changing to dry socks will help to warm the foot, and this is not a really difficult task even below zero at night.

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*(Reprinted from the Wisconsin Hoofers Outing Club Handbook, Wisconsin Union, University of Wisconsin).

Extended trips are more involved in many aspects. It is suggested that you confer with others who have been on similar trips in the past. Much advice will be given by different people, often contradictory opinions will be voiced. The book shelf in the lounge is a storehouse of advice; even the mountaineering books, although mostly specialized, have excellent chapters on hiking and camping. A glance at a table of contents will indicate sections of interest. Suggested required reading is Chapter 9 and 10 in Going Light with Backpacks or Burro, covering topics of "women" and "Especially for Men."

Clothing

Head gear: in summer hats are up to the individual although a broad brim hat will give protection in hot sun or rain. In winter ear muffs will do, but a stocking cap will protect the ears and head better. A scarf is needed to protect the face. A balaclava is a convenient combination of both. Goggles or sunglasses are essential on snow or windy days and may be useful in summer.

Shirts: in summer a light cotton shirt will do generally. The shirt should permit air circulation but long sleeves are recommended for brushy country. In rainy or uncertain weather a poncho or heavy weather top (a rain parka) is the best thing to wear. In winter start with a T-shirt, or preferably string underwear, topped by a light long sleeved cotton shirt if you dislike wool against your skin. For on the trail one heavy wool shirt or sweater is sufficient but another one should be carried for extreme cold or standing around. Over the shirt or sweater a wind proof parka is an absolute necessity. It should be long enough to tuck in or have drawstrings at the bottom. The parka head that can be drawn closed over the chin is best.

Pants: should allow free movement. In summer long pants are advisable for brushy country, shorts for hot weather, medium pants for the undecided. In winter, wool pants that are fairly wind tight and show shedding are advisable, long underwear bottoms, either wool, string, or thermal are essential for all winter use.

Socks: wool socks are recommended for all seasons. In winter one pair of heavy socks is better than two pair of lighter socks for warmth. This is not to imply that one pair of socks is enough. Usually you will want to wear two pairs, but the actual number varies with the type of foot gear and the weather. In winter and summer be sure socks fit snugly and are free from wrinkles. Take along enough pairs to change, if the trip is longer than one day. On long trips about five pairs are usually enough since they can be rinsed out.

Boots: in summer a mountaineering type lug sole is best for general hiking. Pebbles underfoot will not roll the boot and traction on slippery trails is much better than with any smooth sole. For a one day hike almost anything will do. It won't hurt that much. In winter a mountaineering boot would work, but a thermal boot or a pack boot would be better for warmth. Mucklucks will work for snowshoeing. In any case the boot should permit at least two pairs of socks to be worn without being too tight to allow good blood circulation. In all seasons the boots should be broken in before the trip and should be water tight.

Mittens and gloves: in winter mittens are essential. They should consist of liners under wind proof and water resistant outer mitts such as leather ones. In summer and winter a pair of gloves may be useful for "detail" work in pitching camp, cooking, photography, and etc.

Backpacks: should fit comfortably and allow air circulation across the back. Frame and packboard packs usually work best in this respect. The pack should

be large enough to hold all that is required easily. A medium sized Trapper Nelson or Litepack is suggested for girls and a large size for boys. However, there is a variety of pack types that will do. For one day trips a small rucksack or haversack is handy. There are various types of cloth used packs. Generally speaking nylon is more waterproof but more subject to chemical action, i.e., gasoline, than poplin pack bags. Shoulder straps should be wide over the shoulder and fairly rigid to prevent folding. A waist strap is often convenient.

Sleeping bags: the type and quality of sleeping bag varies greatly with individual taste and finances. A down sleeping bag is the warmest, lightest, least bulky, and most costly type available. A mummy bag is warmer than one with an open top and is therefore recommended especially in cold weather. Note the stitching on a bag. The stitched-through type has the least insulating value, but is inexpensive compared to box or overlapping type construction which is recommended. In the summer a piece of mosquito netting or cheesecloth may be handy.

Air mattresses: quite often comfortable to use especially in parks where the ground tends to be rocky or hard. They also give a certain amount of insulation in all seasons. There are plastic and rubberized nylon mattresses, the latter being far more preferable. They should weigh about two pounds. In winter a felt pad will give more insulation than an air mattress.

Common sense: your initial experiences and observations of other equipment will generally indicate what is best for you. An equipment pile of your own can be built up slowly. In the meantime make do with what you have and rent or borrow the other missing essentials.

EQUIPMENT LIST: HIKING AND CAMPING

One-day in moderate weather (above freezing):

Lunch
Proper clothing for weather and hiking conditions
Adequate footgear
Poncho, depending on weather
Chapstick

Optional:
Swim suit
Small pack to carry lunch
Compass and maps

Optional at all times:
Camera
Hand Warmer
Private supply of goodies
Small scout knife
Mosquito dope
Sunburn lotion

Cold weather with or without snow, add:

Snowproof hiking shoes or shoes with overshoes
Spare socks
Small pack to carry all the extra junk
Goggles needed on sunny days on snow (or sunglasses)
Extra sweater
Windbreaker with hood
Long winter underwear
Extra handkerchief
Matches

Overnight, moderate weather, add:

Sleeping bag
Spare socks
Toothbrush
Toothpaste
Flashlight
Soap
Pack or bag

Colder overnights, add:

Candles with matches
More warm clothing
Air mattress suggested

Extended trips, add:

Change of clothing for the ride back
Lightweight and heavyweight clothing to cover temperature extremes while on the trail.
Back Pack
Well fitting, broken in, hiking boots.
More spare socks
Sleeping bag - down or down and feather, five to seven lbs. total (extreme weather carry two)

LUNCH SUGGESTIONS FOR SHORT TRIPS

A large variety of small objects of food are available at supermarkets, almost all of which require no preparation to use, and the sandwich type materials can usually be eaten without bread as a carrier. A stroll through a supermarket will suggest other items.

Salami	Raisins	Lunch meat
Cheese	Dried fruit	Bread
Rye Krisp	Lifesavers	Fresh fruit
Chocolate bar	Sardines	Small can of fruit
Chocolate chips	Wylers in canteen	Cookies
Nuts	Bakery goodies	Lemon Drops

Those not particular will find a chunk of cheese and a candy bar suffice quite well. On cold days it is often nice to heat water in a small billy can for hot cocoa, coffee, tea, or bouillon. (Don't forget your cup and matches.) Overnights and longer trips usually have the food planned by the leader.

HINTS FOR BIKERS' TRIPS

A long bicycle trip is different from just riding around town. The trip can be spoiled if a few simple precautions are not taken with equipment and clothing.

Here are some tips to all who are interested in biking, hints which help to make a biking trip pleasant and safe.

1. Equipment

A light weight bike, about 30 pounds, thin pneumatic tires, thin rims and fenders. The bike that looks like a motorcycle, with balloon tires, and heavy accessories, weighs 50 pounds or more and is a real handicap on long hikes. Racers and bike hikers always buy light weight bikes with a minimum of accessories.

a. Narrow saddle is preferable to wide cushioned saddles. Doesn't chafe so much, once it's broken in, and makes biking less tiring.
b. An electric light and rear guard reflector are essential for night riding. Generator lights do not require battery changes.

c. A loud bell lasts longer and is more effective than a bulb horn.
d. If you are carrying more luggage than you can handle in a knapsack, get a light luggage carrier which fits over the rear mudguard. A handlebar basket is a nuisance.

2. Clothes

The main thing to remember is that all clothing should be loose fitting. Underclothes should be loose, so that they don't chafe at the crotch. Trousers should be free at the knees; never wear riding breeches or anything that fits tightly over the knee. Many bikers wear shorts. Clothing should be porous; biking is warm exercise. Sandals or other leather shoes are preferable to rubber soled shoes, which are too warm.

Preparing for the Bike Trip

1. Before leaving on a trip, the following things should be checked:

a. Air in tires; keep them hard, it's easier to pedal.
b. Set height of saddle so that balls of feet rest easily on pedals when leg is extended and knee slightly bent. Always ride on balls of feet, not on arch or heel. The saddle should be parallel to the ground.
c. Set handlebars so that you lean forward to reach handle grips and thus distribute your weight evenly between bars and saddle.
d. Try out the brake and make sure it works.
e. Test lights and horn.
f. Clean and polish reflector.
g. Tighten mud-guards.
i. Make sure that at least one member in the party has a pump, small monkey wrench, oil, screwdriver, tire repair kit, extra valves and chain links.

Safety on the Road

1. Bikers will obey all traffic lights and intersection signs the same as any motorist.
2. Bikers will use the same signals as motorists when they wish to turn in traffic. They will keep to the right hand side of the road (only pedestrians walk on the left).
3. In biking on the highway outside city limits it is permissable, even preferable, to use the sidewalks. Most bikers prefer the back roads, however, where there are no by-ways one must take to the high-ways.
4. No biker will "hitch on" to a moving vehicle. It is illegal to do so and also very hazardous. We bike under our own power.

"SPELUNK JUNK"

Equipment list for cave trips

MANDATORY	OPTIONAL
Flashlight	Carbide Lamp
Candles and matches, water proof container	Electric headlamp
Old, old clothes	Coveralls

Sturdy shoes
A complete change of outer clothes
Hard hat
Gloves
Bag for dirty clothes

Kneepads
Climbing equipment
Camera with flash attachment

Along with the required "gear," personal items such as first aid kits, knife, compass, and watch are desirable. A carbide lamp is superior to a flashlight in all respects. Flashlights and extra batteries and bulbs, as well as electric headlamps, may be purchased in any hardware store or drugstore.

Coveralls generally are better for cave trips in Wisconsin than just old clothes. No one likes to be merrily crawling on while a projection catches and firmly holds his pants. A caver ends his day with an assortment of rips, tears, and snags, as well as a liberal covering of mud. Coveralls are easily washed and worn again, while old clothes of any description may only be able to take one trip.

Safety is important in caving as in any sport. Also conservation holds a high place. Several rules to remember are: never go caving alone; always have three independent sources of light; never attempt anything above your ability; anything you can carry into a cave you can carry out, don't litter; take nothing but pictures, leave nothing but footprints. DON'T BREAK THE FORMATIONS! You destroy thousands of years of nature's work when you break the tip of a stalactite. Even touching the end may destroy its progress, for a film of oil from your finger may clog the duct through which the water that builds the formation flows.

EXHIBIT D

SAMPLE EQUIPMENT RENTAL RATES FOR OUTING CLUB MEMBERS AND NON-MEMBERS

	Rental Rates					
	Hour		Day		Weekend	
Equipment	M	NM	M	NM	M	NM
Bicycle	$.35	$.50	$1.60	$2.40	$2.70	$4.00
Sleeping Bags	-	-	1.00	1.50	1.50	2.00
Tents - 2 Man	-	-	1.00	1.50	1.50	2.00
Tents - 4 Man	-	-	1.50	2.00	2.00	3.00
Tarpaulins	-	-	.50	.75	1.00	1.25
Toasting Forks	-	-	.15	.25	.50	.75
Packs	-	-	.50	.75	.75	1.00
Cook Kits	-	-	1.00	1.25	1.50	2.00
Axes	-	-	.20	.30	.35	.50
Lanterns	-	-	.75	1.00	1.25	1.75
Skis, Boots, Poles	.75	.95	3.05	3.65	5.05	6.10
Skis, only	.45	.55	1.90	2.30	3.15	3.80
Boots, only	.20	.25	.70	.85	1.15	1.40
Poles, only	.10	.15	.45	.55	.75	.90
Ski Racks (car top)	-	-	1.00	1.50	1.50	2.00

Exhibit E

Sample Rental Card

Renter	Phone	Date Out	Date Due	Date In	Clerk
Equipment:_____		No. _____			

Reverse side:

I agree that I will be responsible for loss or damage to equipment while it is in my possession, providing such loss or damage is due to personal negligence and not due to faulty equipment.

I agree to pay for loss or damage according to a depreciated replacement cost as determined by the Store Chairman or club president involved, in consultation with the Staff Advisor.

I also agree not to hold the outing club, the Union, the University, or the State responsible for injury or accident incurred while using equipment or while engaged in official activities.*

Signed_____
Date_____

*Any agreement should be prepared and used according to competent legal advice.

Exhibit F

Outing Club Canoeing Safety Code*

I. Personal preparedness and responsibility

A. Under no circumstances shall fewer than three canoes or five people canoe together on a rapids river trip. Under no circumstances shall fewer than two canoes or four people canoe together on a quiet water trip.
B. All those canoeing on rapids shall have passed the swimming test as defined by the Board of White Water Canoeists.
C. Life jackets shall be carried ON ALL RAPIDS trips and worn on all rapids. All noncanoeists on quiet water trips shall wear lifejackets.
D. On a beginning or intermediate rapids trip, there shall be at least one first aid trained person. On an advanced rapids trip there shall be at least two first aid trained people. A first aid trained person is one who has taken the standard American Red Cross first aid course or a first aid course that is comparable.
E. All participants in rapids trips shall have passed the canoeist test.
F. The canoeing chairman shall select a leader for each group of canoes that will canoe independently on the river. On a rapids trip the river leader is the final authority. He will enforce any decisions made by whitewater canoeist in the interest of safety.

II. Trip preparedness and equipment

A. New and unfamiliar equipment will be tested before going on a rapids trip.
B. Only canoes in good repair may be taken on a rapids trip.
C. A spare paddle, affixed for immediate use, shall be carried in each canoe.
D. Each canoe shall have a bow and stern line at least six feet in length, securely fastened, and carried in such a manner as to be easily freed.
E. A canoe repair kit, first aid kit, flashlight, map and compass will be carried on all rapids trips. The map must show possible exit routes from the river to roads in case of emergency. These supplies shall be checked by the canoeing chairman before he approves the trip.
F. A throwing line, 50 to 100 feet of 1/4 inch rope made of synthetic fiber, with a ring bouy, will be carried on each trip. Two resuce ropes, 50 to 100 feet in length, of 7/16 inch rope will be carried on each trip. On advanced rapids trips, either a ring buoy or a rescue rope shall be carried in each canoe.
G. Bow seats shall be removed from canoes before they are used on rapids.

III. River trip leader responsibility

A. The river leader should be informed of conditions likely to occur on the river.
B. At the start of canoeing on the trip the river leader shall instruct the group as follows:

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*(Reprinted from the Wisconsin Hoofers Outing Club Handbook, Wisconsin Union, University of Wisconsin).

1. Lifejackets will be worn on all rapids and as he directs at other times
2. Canoes shall be positioned on the river as he directs, both accordig to order and spacing.
3. He shall be especially careful to instruct the group about the danger of being pinned against obstacles by an overturned or swamped canoe.

C. A river leader shall see that a list of people on the trip is turned into the canoeing chairman.
D. His decisions in the interest of safety are final. If he states that a particular rapids is not to be run it can not be run by anyone on that trip!
E. He is responsible for all club equipment on the river.

IV. While on the river the river leader shall see that:

A. All persons know group plans on river organization, hazards expected, location of special equipment, signals to be used, and expected rescue procedures.
B. Lead boat knows the river, sets the course, is never passed, and will be delegated authority by the river leader to make decisions in the interest of safety.
C. Normally there will be no more than two people in any canoe on a rapids.
D. Rear-guard is equipped and trained for rescue, and is always in the rear.
E. Each boat is responsible for the boat behind, passes on signal only, indicates obstacles, and sees it through bad spots.
F. The party is kept compact. If the party is too big, divide into independent teams.

V. At a scoutable rapids, the following procedure is recommended:

A. All canoes shall stop at a safe point above the rapids.
B. All canoeists will scout the rapids together and await the river leader's decision as to who will run the rapids.
C. Before the first canoe enters the rapids the following precautions will be taken: the river leader will see that the throwing ropes are stationed at appropriate places, generally at the base of the rapids, in the hands of experienced people. The first canoe through the rapids will remain at the base of the rapids. This canoe shall be manned as a rescue canoe.

VI. If you spill

A. Be aware of your responsibility to assist your partner.
B. Hang onto your boat. It has excellent flotation value and is easy for the rescue party to see. Leave it only under special circumstances such as cold water or a long series of rapids ahead.
C. Stay on the upstream end of the canoe; otherwise you risk being pinned against obstacles.
D. Be calm, but don't be complacent.

VII. If others spill

A. All canoeing will stop.
B. Go after the canoeists, then the canoe.

Typical Chaperon Letter

Exhibit G

Dear

On behalf of the Wisconsin Hoofers, I would like to thank you for accepting the invitation to be a chaperon for our forthcoming trip.

As an aid to you in carrying out your role as chaperon, I would like to list the typical functions of a chaperon so that you will better understand your position.

First of all, why do we have a chaperon? Well, from the Hoofer standpoint, the presence on a trip of an older, more mature person, can be of great assistance to any leader and to any trip. From the University's standpoint, it is clear that parents are reassured when a chaperon is present, and therefore more students can go on the outings -- so it is University practice to have a chaperon on every University sponsored trip.

Now as to what your responsibility as a chaperon involves, I would like to list several specifics:

1. Consult with the trip leader on any problem situations, not to make the decisions for him, since he is responsible for trip planning and procedures, but to advise him concerning any action you think might be wise.
2. Insure high standards of conduct by advising the leader, if the occasion arises, of what you consider desirable conduct.
3. Be sure the leader alerts all members of the trip to the various safety measures necessary for a safe and successful trip.
4. Assist the leader in obtaining adherence to the camper's and outer's code: i. e.
    1. Leave a camp site in better condition than when you found it.
    2. Conserve all natural resources.
    3. Be cautious in the use and control of fire.
    4. Respect public and private property and observe all park rules.
    5. Work with the trip leader to insure proper use and return of all equipment for the trip.
    6. Notify house mothers or parents, if possible, if some mishap or some unforseen happening should force a delay in the time the housemothers or parents expect a student to be back in Madison.
    7. Turn in a report to the Hoofer advisor's office immediately following the trip, noting any irregularities, or any suggestions you may have for next time.

The privilege of being a chaperon, according to University rules, is extended to anyone with a University appointment, or if not on the University staff, a couple married for at least for one year.

We hope you will have a good time on your trip, and that upon returning you will want to be a chaperon again.

Thank you again for your willingness to aid the Hoofers.

Cordially,
Hoofer Advisor

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ROLE OF THE COLLEGE UNION

"1. The union is the community center of the college, for all the members of the college family — students, faculty, administration, alumni, and guests. It is not just a building; it is also an organization and a program. Together they represent a well-considered plan for the community life of the college.

"2. As the 'living room' or the hearthstone' of the college, the union provides for the services, conveniences, and amenities the members of the college family need in their daily life on the campus and for getting to know and understand one another through informal association outside the classroom.

"3. The union is part of the education program of the college.

"As the center of college community life, it serves as a laboratory of citizenship, training students in social responsibility and for leadership in a democratic society.

"Through its various boards, committees, and staff, it provides a cultural, social, and recreational program, aiming to make free time activity a cooperative factor with study in education.

"In all its processes it encourages self-directed activity, giving maximum opportunity for self-realization and for growth in individual social competency and group effectiveness. Its goal is the development of persons as well as intellects.

"4. The union serves as a unifying force in the life of the college, cultivating enduring regard for and loyalty to the college."

—Adopted by the Association general membership in 1956.